



Meeting #5 – Meeting Summary

November 19, 2013, 10:00 am – 1:00 pm

Room 160 (Prince George's County Delegation Room)

House State Office Building, 6 Bladen Street, Annapolis

1. Welcome/Introductions – Matt Gallagher, Chair

Chairman Gallagher welcomed the Task Force and reviewed the agenda for the day, which centered around reviewing and discussing the draft transmittal letter to the final report. The following Task Force Members were present:

- Matt Gallagher, Chair, President and Chief Executive Officer, The Goldseker Foundation
- Secretary James T. Smith, Jr., Maryland Department of Transportation
- Senator Richard S. Madaleno, Jr., Maryland Senate, District 18, Montgomery County
- Senator George C. Edwards, Maryland Senate, District 1, Garrett, Allegany, and Washington Counties
- Delegate A. Wade Kach, Maryland House of Delegates, District 5B, Baltimore County
- Lonnie Robbins, Chief Administrative Officer, Howard County
- Richard M. Pollitt, Jr., County Executive, Wicomico County
- Carol Krimm, Alderman, City of Frederick
- Denise Mitchell, Councilmember, City of College Park
- William S. Ratchford, Baltimore City Mayor's Office

2. Review and Discussion of Draft Transmittal Letter with Recommendations

Task Force members reviewed the draft transmittal letter together, reviewing page by page and discussing suggested revisions brought forward by individual Task Force members. Task Force members agreed that consensus revisions would be incorporated in a subsequent draft of the letter for review.

3. Review and Discussion of Draft Report

The Task Force briefly reviewed the preliminary Draft Report, with Chairman Gallagher noting that the document simply tracks to the transmittal letter, with additional background detail from prior meetings and presentations. It was agreed that the Draft Report would be updated to be consistent with the agreed upon revisions to the transmittal letter and members would have another chance to review and comment on both documents before they were finalized.

4. Adjournment

The Task Force agreed to follow up by email to review and finalize documents and to meet only if necessary before the report is submitted to the Governor and General Assembly.